



Classroom Teacher Job Description

Job Description for:

Aim of Position:

Responsible to:

Role Description

At Logan Park High School, a Classroom Teacher works as part of a curriculum team to provide effective teaching and learning programmes focused on improving student engagement and achievement.

Teachers work as part of a team to contribute to the pastoral care of learners and contribute to the wider life of the school through participation in curricular and co-curricular activities. Teachers actively promote and reinforce the LPHS Values.

Classroom Teachers collaborate with other staff to effectively carry out their responsibilities and take direction from the relevant Head(s) of Learning Area, Head(s) or Teacher(s)-in-charge of Subject and House Leaders. They will draw on the depth of expertise within the Learning Area(s) and/or Group, and contribute their own unique skills and attributes to the curriculum and pastoral team(s) of which they are a member.

All teachers contribute to the positive reputation of LPHS through their professional relationships with students, parents and the wider community.

Contribution to the co-curricular life of the school is an expectation that promotes positive relationships with students and enhances the reputation of the school.

Key professional responsibilities

Description

1. Plan and implement appropriate learning and assessment programmes.
 - a. Plan and prepare sufficiently for lessons based on Teaching Schemes/ Units of Work that reflect The New Zealand Curriculum / LPHS Curriculum policies and pedagogical models.
 - b. Prepare and carry out assessments according to LPHS and Learning Area procedures and policies.
 - c. Analyse and appropriately use assessment information, which has been gathered formally and informally, to improve learner outcomes.

2. Motivate learners to participate to the best of their ability.
 - a. Promote and develop a collaborative, inclusive and supportive learning environment.
 - b. Set high expectations and promote self-reflection for improving the achievement of all students.
3. Implement effective student management procedures.
 - a. Maintain an accurate record of student attendance, in a timely manner.
 - b. Establish and maintain a safe and positive environment conducive to learning, by setting high behavioural expectations, encouraging students to take responsibility for their own behaviour and consistently applying appropriate consequences.
 - c. Ensure that all learning activities are conducted in a safe manner, according to LPHS and relevant Learning Area Safety Procedures.
4. Manage resources that support teaching and learning.
 - a. Take all reasonable care with all resources – rooms, equipment, print material, resource sets, etc. and promote respect of same by all students.
5. Establish and maintain professional relationships focused on the learning and well-being of learners.
 - a. Maintain effective working relationships with colleagues that promote effective teaching and learning programmes.
 - b. Support and assist colleagues to improve teaching and learning at LPHS.
6. Communicate clearly with all relevant stakeholders to improve learning.
 - a. Communicate with clear spoken and written language to learners, colleagues, parents and the wider community (including endeavouring to pronounce names/words correctly).
 - b. Report to parents on development, progress and achievement of learners.
7. Demonstrate commitment to ongoing personal and team professional learning and improvement of professional practice.
 - a. An individual commitment to improving teaching practice and improving learner outcomes is an integral part of professionalism.
 - b. Contributing to others' professional development is a vital part of organisational improvement.
8. Carry out Group teacher responsibilities.
 - a. Participate and contribute to the effective pastoral care and management of students in a group as a member of the house.
 - b. Contribute to the development and maintenance of a house / group culture by involvement in house / group activities.
9. Carry out wider-school responsibilities.
 - a. Become familiar with and follow policies and procedures at LPHS
 - b. Participate and contribute to the co-curricular programme at LPHS (i.e. cultural, arts, service or sports activities).
 - c. Carry out supervision or other duties that help maintain a safe and orderly environment.